



444 Camino del Rio South
Suite 110
San Diego, CA 92108
(619) 298-8671
Fax: (619) 497-0147

March 10, 1997

City of Elgin
Attn: Joe Garlitz, Administrator
P.O. Box 128
Elgin, OR 97827

Re: Letter of Interest - Architectural/Engineering/Environmental Projects

Dear Mr. Garlitz:

Thank you for the opportunity to discuss your project consultant requirements. Please accept this letter as notification of our interest in A/E projects requiring outside consultant services. Integrated Marketing Systems (IMS) tracks RFP/RFQ's for architectural, and engineering communities throughout California, Arizona, and Nevada, Washington, Colorado, Oregon, New Mexico and Utah. Enclosed is a list of the many disciplines in which our consultants specialize.

Our goal in monitoring your projects is two-fold:

- To keep consultants informed on upcoming projects which are appropriate for them.
- To assist Agencies with their dissemination of information.

When IMS informs firms of your upcoming projects with the specific information you want them to have, it gives you the ability to reach hundreds of firms overnight. In doing so it will substantially reduce the number of information seeking calls, while still getting your message out at NO COST TO YOU.

In addition, we will place your entire RFP/RFQ on the internet at our website:

<http://www.imsinfo.com>

Firms with internet access will be able to review your project and, if appropriate, print a copy for their use. This will increase the firm's time to respond. It will also eliminate the need for your agency to mail the RFP/RFQ's to interested firms by simply using our Website address and your project number when you advertise projects. Besides reaching our clients, this service will be available to your agency at no charge.

Again our goal is to help your agency reach for the best firm for your projects. If you have any questions regarding how we can assist you, please call.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michelle Moxley". The signature is fluid and cursive, with a large, stylized "M" at the beginning and a long, sweeping underline that extends to the right.

Michelle Moxley
Regional Manager
MM/mc

Enclosure

DISCIPLINES

- Acoustical/Noise Abatement
- Air/Water Quality
- Analytical/Testing Services
- Architecture Services
- Asbestos/Lead Abatement
- Biological Studies
- CAD/CADD Drafting
- Chemical Engineering
- Civil Engineering
- Construction Management
- Cost Control/Estimating/Value Engineering
- Electrical Engineering
- Endangered Species Surveys
- Energy Engineering
- Environmental Engineering/Planning/Design
- Environmental Impact Reports/Assessments
- Fault & Landslide Studies
- Feasibility Studies
- Fire Protection Engineering
- Flood Control Engineering
- Geology/Geotechnical Engineering
- Graphic Design
- Hazardous Waste Engineering
- Historic Preservation
- Housing & Urban Development
- Hydrology/Hydraulics
- Inspection Services
- Interior Design
- Landscape Architecture
- Materials/Soil Testing
- Mechanical Engineering
- Planning/Master Planning/Land Use
- Pollution Studies
- Programming
- Public Transit Planning
- Redevelopment Planning
- Rehabilitation & Refurbishment
- Sanitation Engineering
- Seismic Retrofit Engineering
- Site Evaluation/Selection
- Structural Engineering
- Surveying
- Traffic Studies/Design
- Transportation Planning
- Underground Tank Design
- Urban Studies/Planning and Design
- Utility Engineering
- Waste/Solid Waste Management
- Wastewater Treatment Engineering